

**THE GREATER HARRODSBURG/MERCER COUNTY  
PLANNING AND ZONING COMMISSION**

109 Short Street  
Harrodsburg, Kentucky 40330  
(859)-734-6066

Date: June 12, 2006

Time: 5:30pm

**MINUTES**

**1. Chairman Upchurch called the meeting to order:**

**A. Roll Call of Commission Members:**

**Commissioners Present:**

Bob Upchurch  
Bob Lewis  
Bill Randolph  
Boone Logan

**Staff Present:**

David Patrick, Attorney  
Shawn Moore, Exec. Dir.  
Jane Campbell, Admin. Asst.

**B. Previous minutes of May 8, 2006; and May 30, 2006.**

A motion was made by Commissioner Logan and seconded by Commissioner Lewis to approve the minutes of May 8, 2006 and May 30, 2006 as submitted. All commissioners voted in the affirmative by roll call vote. Motion carried.

**2. OLD BUSINESS:**

- 1. Final Plat – Cherry Tree Plaza – Phase II** – submitted by AGE Engineering for the purpose of creating 2 lots of Cherry Tree Plaza and also to dedicate Blossom Lane in Harrodsburg, Kentucky. The zoning map indicates this property is zoned B-3 (Central Business District). This plat was approved conditionally with change to the street name on May 8, 2006. Executive Director Shawn Moore reported that the developer had approached the City of Harrodsburg with a street name change request which was approved by the city at its June 12, 2006 meeting. Mr. Moore stated that the plats presented at this meeting were the same plats that were approved on May 8, 2006 and that the commission could approve the plat as originally presented. A motion was made Commissioner Randolph and seconded by Commissioner Logan to approve the plat as submitted. Roll call vote was unanimous. Motion carried.

2. **Minor Plat – Bakers Mill at Paradise Camp Road – Request for Withdrawal** - submitted by Cheyenne, LLC for the purpose of creating 10 parcels totaling 207.744 acres located on Paradise Camp Road in Mercer County, Kentucky. The zoning map indicates this property is zoned A-2 (Agricultural) & R-2 (Multi-Family Residential). This item was tabled on March 13, 2006. Staff received a request from Cheyenne, LLC to withdraw from consideration the plat that was presented and subsequently tabled at the March 13, 2006 meeting. A motion was made by Commissioner Logan and seconded by Commissioner Randolph to withdraw the plat as submitted in accordance with the fee schedule that a \$40.00 administrative fee will be withheld from the refund. Roll call vote was unanimous. Motion carried.

### 3. New Business:

#### Consent Agenda (Minor Plats)

1. **Minor Plat – James & Linda Potter Property** – submitted by James Potter for the purpose of creating 3 tracts on HWY 152 and 3 tracts on Deep Creek Road totaling 17.63 acres located at the intersection of Mackville Road and Deep Creek Road in Mercer County, Kentucky. The zoning map indicates this property is zoned A-2 (Rural Residential). A motion was made by Commissioner Randolph and seconded by Commissioner Lewis to approve the plat as submitted. Roll call vote was unanimous. Motion carried.

#### Major Plats

1. **Improvement Plans – Harrods Glen** – submitted by AGE Engineering for the purpose of gaining improvement plan approval of 92 single & multi-family lots of Harrods Glen subdivision located on Pinehurst Way in Harrodsburg, Kentucky. The zoning map indicates this property is zoned R-2 (High-Density Residential). Executive Director Shawn Moore reported that the City of Harrodsburg asked that this item be tabled until such time as the issue of the number of fire hydrants be resolved between the city and the developer. He stated that they were concerned about the number of hydrants. Mr. Moore also pointed out that the subdivision regulations require fire hydrants be installed no more than 500' apart within a major subdivision. Currently there were only 3 shown. A motion was made by Commissioner Logan and seconded by Commissioner Randolph to table this item until the issue of the water hydrants is resolved on the improvements plans. Roll call vote was unanimous. Motion carried.

2. **Final Plat Amendment #2 – Maple Heights Subdivision** – submitted by AGE Engineering for the purpose of amending rear lot lines for 530, 532, and 540 Bellows Mill Road in Harrodsburg, Kentucky. The zoning map indicates this property is zoned R-1 (Low-Density Residential). A motion was made by Commissioner Logan and seconded by Commissioner Randolph to approve the plat as submitted. Roll call vote was unanimous. Motion carried.
3. **Site Plan – Lees’ Suzuki** – submitted by Mark Edwards for the purpose of showing a proposed addition to the existing Lee’s Suzuki located on 978 Danville Road in Harrodsburg, Kentucky. The zoning map indicates this property is zoned B-2 (General Business). Mark Edwards was present and explained that it is desire of Lee’s to increase the showroom size of the building by 3200 square feet. A motion was made by Commissioner Lewis and seconded by Commissioner Randolph to approve the plat as submitted. Roll call vote was unanimous. Motion carried.
4. **Development Plan – Park View Townhomes** – submitted by David Barber for the purpose of gaining approval for the construction of 16 Townhomes and a multi-family building located on lots 1-A & 1-B of the Virginia Heights Subdivision. The property is located on Hycliff Road in Harrodsburg, Kentucky. The zoning map indicates this property is zoned R-2 (High-Density Residential). No one representing Parkview Town homes was present at the hearing. Mr. Moore advised the commission that the name of the development plan would need to be changed as it is similar in nature to the Parkview Guest House. Additionally, there are no metes and bounds notations on the tie lines that will define the individual town home units. Mr. Moore recommended that this item be tabled until the July 10, 2006 meeting and that he would contact the developer and provide the additional changes that needed to be made to the development plan. A motion was made by Commissioner Logan and seconded by Commissioner Lewis to table this item until the July 10, 2006 Commission meeting due to corrections that are needed on the development plan. Roll call vote was unanimous. Motion carried.
5. **Site Plan – Brown FDG Project – E.W. Brown Units 1, 2, & 3** – submitted by Kentucky Utilities for the purpose of showing proposed construction improvements to the E.W. Brown Power Station. This property is located on Dix Dam Road in Mercer County, Kentucky. The zoning map indicates this property is zoned I-2 (Heavy Industrial). A motion was made by Commissioner Logan and seconded by Commissioner Lewis to approve the plat as submitted. Roll call vote was unanimous. Motion carried.

#### **4. COMMUNICATION-BILLS-PERSONNEL:**

##### **1. Treasurers Report – Financial Statement (May 2006)**

A motion was made by Commissioner Randolph and seconded by Commissioner Logan to accept the May 2006 Commission's financial statements. Motion unanimously carried.

**2. List of Unpaid Bills** – A list of unpaid bills was presented to the Commission for approval. A motion to pay the bills was made by Commissioner Logan and seconded by Commissioner Lewis to pay the bills with the exception of payment to The Kentucky League of Cities for the Public Officials Liability portion of that invoice. The Commission directed the Executive Director to contact KLC and request that they appear at a special called meeting of the commission to answer questions regarding this policy and also to see if additional quotes be obtained for the special called commission meeting on June 27, 2006 @ 5:30 pm. Motion unanimously carried.

##### **3. Executive Director' Report**

- a. Election of FY 06-07 Officers** – Commissioner Upchurch reported that the nominating committee has met and had recommended the following commissioners be elected to the officer positions. The nominating committee nominated Boone Logan as Chairman, Bob Lewis as Vice-Chair and Rosetta Johnson as Treasurer. A motion was made by Commissioner Lewis and seconded by Commissioner Randolph to elect the FY 06-07 Officers & Committee Appointments as follows: Chair – Boone Logan, Vice Chair – Bob Lewis and Secretary/Treasurer – Rosetta Johnson. Motion unanimously carried.
- b. Resolution to Enter into Section 218 Agreement** – A motion was made by Commissioner Logan and seconded by Commissioner Randolph to enter into Section 218 Agreement. This was the actual resolution as prepared by the Department for Local Government Services which authorizes the commission to continue participating in Social Security. Motion unanimously carried.
- c. Uniform Shirts for Staff** – Shawn Moore presented a sample shirt for the commissioner approval. It is the desire of staff to purchase these polo shirts with the commission's logo for staff's daily use. The cost per shirt is \$20 for sizes small through extra-large and \$22 for double XL. A motion was made by Commissioner Lewis and seconded by Commissioner Randolph to approve the uniform staff shirts at five shirts per staff member and not to exceed \$370.00 in total cost. Motion unanimously carried.

- d. Review of Fee Schedule for FY 06-07** – The Fee Schedule was reviewed for FY 06-07 by The Commission. The executive director reported that he had thoroughly reviewed the fee schedule and compared the revenues generated. Based upon the commission's financial statements, projected capital expenditures and income as compared to projected expenses, he felt that there was no need to make any changes or increases in fee's charged by the commission and board for the next physical year. He also reminded the commission that the fee schedule is required to be reviewed each June. That requirement was created in the motion that approved the current fee schedule which was adopted October 3, 2005. No action was taken by the commission.
- e. Addressing Standards for E911 Addressing** – Shawn Moore presented the commission with a revised set of addressing standards that he requested be incorporated into the subdivision regulations. A copy is attached to the minutes. It's intent is to standardize the addressing requirements and was created by a group of local city and county officials in conjunction with the Bluegrass Area Development District. A motion was made by Commissioner Randolph and seconded by Commissioner Logan to incorporate addressing standards for E911 addressing into the Subdivision Regulations. Motion unanimously carried.
- f. Minor Plats Presented as Boundary Retracements** – Mr. Moore reported that several of the minor plats which are presented to the commission for approval are boundary retracements. He requested that since no new parcels were being created by these types of plats, and as a matter of convenience to the commission that he be authorized to approve them and sign off on the plat prior to recording at the county clerks office. A certificate was created which reads "This boundary retracement has been reviewed by The Greater Harrodsburg/Mercer County Planning and Zoning Commission staff and is approved for recording in the office of the Mercer County Clerk." A motion was made by Commissioner Logan and seconded by Commissioner Lewis to authorize the Executive Director to approve boundary retracement plats when presented for approval. Motion unanimously carried.

**4. Attorney's Report** – Attorney Patrick requested his report to be discussed in Executive Session.

**5. Committee Reports** – Chairman Upchurch reported that the Personnel Committee met to discuss the annual evaluation of Executive Director, Shawn Moore. The Personnel Committee recommended that based upon his performance that a salary increase from \$34,537.22 to \$38,000.00 be

approved for Mr. Moore effective July 1, 2006. A motion was made by Commissioner Logan and seconded by Commissioner Randolph to approve the salary increase for Executive Director, Shawn Moore from \$34,537.22 to \$38,000.00 annually. Motion unanimously carried.

5. **Executive Session – (Litigation & Personnel)** – A motion was made by Commissioner Logan and seconded by Commissioner Lewis to go into executive session for the purpose of discussing litigation & personnel. Motion unanimously carried.

A motion was made by Commissioner Randolph and seconded by Commissioner Logan to come out of executive session. Motion unanimously carried.

With no further business before the commission, a motion was made by Commissioner Logan and seconded by Commissioner Randolph to adjourn the meeting. Motion unanimously carried. The meeting adjourned at 7:00 pm.